

ASIAN PACIFIC AMERICAN OFFICERS COMMITTEE
 Office of the Surgeon General
 United States Public Health Service

Minutes of the Meeting
 18 December 2002

I. LOCATION/DATE/TIME:

Parklawn Building, Rockville, MD, Surgeon General's Conference Room 18-57;
 18 December 2002; 1215 – 1320 hours.

II. ATTENDANCE:

- | | | |
|----|------------------------------|----------------------------|
| A. | MEMBERS IN ATTENDANCE | *By Teleconference* |
| | CAPT Allan Lock | NIH |
| | CDR Elmer Guerrero* | IHS |
| | CDR Venkatarama Koppaka* | CDC |
| | CDR Hoang Nguyen | HRSA |
| | LCDR Sue Newman* | I H S |
| | LCDR Scott Santibanez* | CDC |
| | LCDR Kenneth Sun* | I H S |
| | LCDR Elise Young | HRSA |
| | LT Kai Chiu* | I H S |
| | LT Cheryl Lynn Fajardo | HRSA |
| | LT Janice Kim* | BOP |
| | | Acting Executive Secretary |
| | | Alternate for CAPT Managan |
| | | MOLC Chair |
| | | APAOC Chair |
| B. | EX-OFFICIO MEMBERS ATTENDING | |
| | CDR Lanchi Nguyen | HRSA |
| | CDR Hung Trinh | FDA |
| C. | MEMBERS EXCUSED | |
| | CAPT Arnulfo Managan | CDC |
| | LCDR Jennifer Fan | FDA |
| | LCDR Koung Lee | FDA |
| | LCDR Samuel Wu | FDA |
| | LT Paul Jung | FDA |
| | LTJG Jeffrey Vang | I H S |
| | | Vice Chair |
| | | Executive Secretary |
| | | Corresponding Secretary |
| D. | GUESTS | |
| | LT Marjorie Baldo* | CMS |
| | LTJG Mei-Ying Li | HRSA |
| E. | MEMBERS ABSENT | |
| | CAPT Rao Surampalli | EPA |
| | CDR Sarath Senevirantne | FDA |
| | LCDR Patricia Garvey | FDA |
| | LCDR Gor Yee Lum | HRSA |
| | LT Julian Canizares | FDA |
| | LTJG Andrew Tran | PSC |
| | | Treasurer |
| | | MOLC Representative |

III. STANDARD AGENDA ITEMS AND REPORTS:

- A. CALL TO ORDER: The meeting was called to order on 18 December 2002 at 1215 hours by LT Cheryl Lynn Fajardo, APAOC Chair.
- B. LT Fajardo welcomed all the APAOC members and guests at the meeting and those participating by teleconference.
- C. MEMBER ROLE CALL: CAPT Allan Lock.
- D. APPROVAL OF PAST MINUTES: The minutes from 20 November 2002 were reviewed, corrected, and approved. [CLOSED]
- E. TREASURER'S REPORT: LT Fajardo reported no change in the balance of the APAOC account since the 20 November 2002 report prepared by LCDR Patricia Garvey. The net balance remains \$842.30. Donations are welcomed in any amount. Please make the check payable to: LCDR Patricia Garvey and mail it to 20420 Davencroft Court, Gaithersburg, MD 20886.
- F. MOLC REPORT: LCDR Elise Young, 2002 MOLC Chair, reported on the 13 December 2002 meeting. She also announced that the next MOLC meeting is scheduled for 14 February 2003, 1300-1430 hours in the Surgeon General's Conference Room 18-57, Parklawn Building. Meetings are usually held on the second Friday of every other month. All APAOC members are welcomed to attend. If attending, you must be in uniform. It will also be teleconferenced. Details will be sent out via e-mail.

LCDR Young reported that the draft MOLC Charter prepared last year and approved this year by the MOLC was returned for reformatting and minor changes. One issue that needs to be addressed is next year's operational year; that is, whether the MOLC should operate on the calendar or federal fiscal year. The MOLC Charter allows the members to select either operational year. Currently, two MOLC groups operate on the calendar year and the other two operate on the federal fiscal year.

In accordance with the provisions of the MOLC Charter, in 2003, CDR Gene Walters of the AIANAOC will become the MOLC Chair. The APAOC member serving on the MOLC will be the MOLC Recorder.

LCDR Young stated that the Surgeon General (SG), VADM Richard Carmona, supports diversity in the Commissioned Corps (CC) and the efforts and objectives of the MOLC. When VADM Carmona was appointed SG, LCDR Young, on behalf of the MOLC, sent a memorandum briefing him on the MOLC. In the "Surgeon General's Column" of the November 2002 Commissioned Corps Bulletin (CCB), VADM Carmona pointed out that about 30% of CC officers belong to ethnic minority groups. Moreover, he recognized the MOLC as an important liaison between the Office of the SG (OSG) and the established minority groups.

Advisory Group Reports:

AIANAOC: CDR Gene Walters (GWalters@hrsa.gov) is the new AIANAOC Chair and MOLC Chair for 2003. The AIANAOC currently has 20 members and will mount a recruitment drive to increase that number. Moreover, it will develop a CO-STEP recruitment plan. Currently, the AIANAOC is soliciting nominations for its annual awards. Several new awards will be presented. Announcements for nominations have been published in the COA and Commissioned Corps Bulletins. APAOC members are welcomed to attend the AIANAOC meetings, which are held on the fourth Thursday of each month.

BCOAG: This Group's executive officers are changing at the end of the calendar year. New officers will be installed in 2003. The BCOAG is scheduling a new "Socializing/Networking/Meet and Greet" event for Friday, 10 January 2003, 1600-1900 hours, at the Double Tree Hotel on Rockville Pike, Rockville, MD. The BCOAG plans to host this type of event on a monthly basis throughout 2003. APAOC members are encouraged to attend.

APAOC: LCDR Young reported on the activities already highlighted in the APAOC minutes for 20 November 2002.

HOAC: No report.

IV. BUSINESS:

A. Sub-Committee Reports

1. **MEMBERSHIP AND NOMINATION**: LCDR Samuel Wu was not present. However, LT Fajardo reported that, except for the FDA, all the agency liaisons have responded to the nominations submitted.
2. **AWARDS**: CDR Sarath Senevirantne was not present. The announcement he submitted on the APAOC call for award nominations was published in the November 2002 edition of the CCB. Officers were reminded that the deadline is January 30, 2003, for both the Samuel Lin and Junior Officer award nominations. Please refer to the CCB for the details and criteria for nominating officers.
3. **CAREER DEVELOPMENT**: LCDR Koung Lee was unavailable. Recently, he marshaled resources to develop a directory of 250 Asian CC officers to serve as career development mentors for Asian officers. CAPT Lock stated that a directory listing all Asian CC officers may not be the best source for mentors. Instead, he recommended that the APAOC develop a list of only those Asian officers who volunteer to serve as mentors. An e-mail could be sent to all the Asian officers requesting volunteers to serve as mentors.
4. **CHARTER**: LCDR Young expressed her appreciation for those who helped update the APAOC Charter. She raised the issue of the operational year for the APAOC. In the current Charter, at the top of page 8, under item 1, it states that the operational year begins October 1 and ends September 30 of the following year. LCDR Young explained that many agencies, activities, and assignments operate on the basis of the calendar year (January 1 – December 31). For example, most PACs and the CPO/PAC Committee operate on the calendar year. The pros and cons of following the federal fiscal year versus the calendar year were discussed. The issue was not resolved. Meanwhile, the APAOC members voted in favor of amending the Charter to state that the operational year "...will be determined by the Committee..." They also decided to delete the language in the APAOC Charter that refers to using the federal fiscal year. The consensus was to maintain flexibility in the language of the Charter so the Committee members are free to choose either to operate on the federal fiscal or calendar year.

- B. CPO/PAC Chair Report**: LCDR Young reported that the CPO/PAC meeting was held yesterday. VADM Carmona could not attend because of a previous commitment. Deputy SG, RADM Moritsugu presided over the meeting.

RADM Moritsugu stated that VADM Carmona feels that CC officers are expected to wear their uniform. In fact, VADM Carmona strongly encourages all officers to wear their uniforms on a daily basis. In addition, the President and DHHS Secretary Tommy Thompson support the wearing of the uniform to enhance the visibility of the PHS CC. The importance of uniform wearing is especially emphasized to junior officers undergoing the Basic Officer Training Course (BOTC).

Information on BOTC is available on the Division of Commissioned Personnel (DCP) web site at: <http://dcp.psc.gov/COTA/default.asp>. At present, new officers are required to complete a 5-day BOTC. A 3-day BOTC for older officers is being phased out. DCP is considering a required 2-week basic training BOTC for all new officers called to active duty.

At the 2003 Mid-Winter Reserve Officers Association Meeting in Washington, D.C., VADM Carmona will be the keynote luncheon speaker on 20 January 2003. His speech will focus on: 1) prevention of health problems; 2) preparedness of the Public Health Service (PHS) and CC; and 3) closing the gap in health disparities and enhancing access of minorities to public health.

A new khaki field utility BDU uniform has been field tested in Arizona, New Mexico, and Alaska. This uniformly light brown BDU is different from the woodland green camouflage BDU (made by the U.S. Army) that is currently used by the PHS Disaster Medical Assistance Teams (DMAT). A survey has been sent to officers who field-tested and piloted the use of the khaki BDU. Yesterday, when VADM Carmona and the military SGs toured the U.S. Naval Base at Guantanamo Bay, he wore his camouflage BDU.

VADM Carmona will speak to PHS officers at an "All Hands" meeting at the NIH Bethesda Campus on 19 December 2002.

The 109th Annual AMSUS Meeting will be held 16-21 November 2003, at San Antonio, TX. VADM Carmona, President of AMSUS this year, announced that the theme of the meeting will be "*Partnerships in Preparedness, Prevention, and Public Health: Protecting the Nation*".

LTJG Rob Steiner announced opportunities for male or female junior officers to serve as the Aide-de-Camp for VADM Carmona full-time for 3-6 month non-reimbursable details. A detailed description of the position and how to apply are found on the DCP web site. Interested candidates may also contact LTJG Steiner, the current Aide-de-Camp, at (301) 443-1388 or by e-mail at RBSteiner@osophs.dhhs.gov.

LCDR Young provided a 44 page *Report to Congress on Strengthening and Revitalizing the U.S. PHS Commissioned Corps and its Reserve Component* to the APAOC members. It was distributed at the CPO/PAC meeting. Gender and minority officer profiles are found on pages 16 and 17. The Report pointed out the important role of the CC in responding to health needs and emergencies.

The USPHS Office of Emergency Preparedness in the DHHS is important for homeland security. The CC Readiness Force (CCRF) of the OSG is critical for responding to emergencies. RADM John Babb said only 22% of the CC officers are in the CCRF. Ten percent of the officers at the NIH and CDC are in the CCRF. Ten percent of the M.D.s, 17% of the veterinarians, and 38% of the nurses are members of the CCRF. The CPOs have a computer code to access a list of officers in their category who are in the CCRF and available for deployment in emergencies. CDR Angela Martinelli requested photographs of CCRF officers during previous deployments. Her e-mail is: AMartinelli@osophs.dhhs.gov. She plans to prepare an electronic photographic record of

CCRF activities. The last CCRF and DMAT deployment was to Guam where a severe typhoon devastated the island. Officers from California and Ohio responded to that disaster.

LCDR Young reminded officers to update their APPLE information on the DCP secure web site. This database includes the officer's training, skills, language proficiencies, and other critical information that may be useful for identifying qualified officers for deployment in emergencies.

- C. ANNOUNCEMENTS: On Wednesday, 8 January 2003, 1130-1330 hours, the Anchor & Caduceus Society is sponsoring a luncheon to commemorate the 114th Anniversary of the Establishment of the USPHS. It will be held at the USUHS cafeteria. Contact CAPT Hamilton Brown at (301) 827-7043 or hbrown@oc.fda.gov for information and applications.

The Commissioned Officers Association is sponsoring a Surgeon General's Welcome Reception on Wednesday, 15 January 2003, 1800-2030 hours, at the Bethesda Marriott Hotel, 5151 Pooks Hill Road, Bethesda, MD 20814. Information and applications for the event are available at the USPHS COA, Inc. web site (<http://www.coausphs.org>).

LCDR Young stated that CAPT Derek Dunn, Acting Associate Director for Science at NIOSH-Cincinnati, is in a grave condition after surgery to correct a dissecting aortic aneurysm. He is currently on a ventilator and has minimal brain function. CAPT Dunn is an outstanding PHS officer and a leader, active participant, and friend of the BCOAG and MOLC. LCDR Young asked us to keep CAPT Dunn in our thoughts and prayers. Postscript: CAPT Dunn died on 20 December 2002. A memorial service is tentatively scheduled for 11 January 2003 in Cincinnati, OH.

V. **ADJOURNMENT-NEXT MEETING:**

LT Fajardo adjourned the APAOC meeting at 1320 hours and announced that the next meeting is scheduled for 15 January 2003, at 1200-1330 hours in the Parklawn Building, SG Conference Room 18-59. [INFO]

VI. **HANDOUTS:** (Most were attached to e-mails sent by LT Fajardo).

- Agenda for 18 December 2002 APAOC meeting
- Draft of APAOC minutes for 20 November 2002
- Lists of APAOC voting and general/guest members
- Draft Charter of APAOC
- Draft Charter of MOLC
- Report to Congress on Strengthening and Revitalizing the USPHS Commissioned Corps and its Reserve Component
- Announcement for junior officers to serve as Aide-de-Camp to the SG
- Tables of 2003 Basic, Incentive, and Special Pays and Allowances for officers

Submitted by:



CAPT Allan Lock
Acting Executive Secretary

Date 01-15-03



LT Cheryl Lynn Fajardo
Chair

Date 01-15-03